

LIST OF DOCUMENTS THAT ARE ACCEPTED FOR APPROVAL

1. **Certificate of Incorporation / Company Registration Certificate**
Please upload your Certificate of Incorporation to confirm that your organization is officially registered and legally recognized.
2. **Business License / Trade License**
Upload your valid business or trade license to verify that your company is authorized to operate in its respective industry.
3. **GST Registration Certificate / Tax Registration Document**
Kindly upload your GST or tax registration certificate so we can verify your company's compliance with government tax regulations.
4. **Business Identification Number (PAN / Corporate ID)**
Upload your company's official identification document (such as PAN) to validate your organization's legal and financial identity.
5. **MoA & AoA (Memorandum and Articles of Association)**
Please upload your MoA and AoA so we can verify your company's objectives, ownership structure, and internal governance.
6. **ISO or Other Standard Compliance Certificates**
Upload any relevant ISO or compliance certificates to demonstrate your adherence to recognized quality or security standards.
7. **Proof of Registered Office Address**
Please upload a recent document—such as a utility bill, rental agreement, or property tax receipt—to verify your registered office address.
8. **Infrastructure or Operational Facility Proof**
Upload evidence of your operational setup (office photos, data center agreements, or IT infrastructure details) to confirm that your company has an active working environment.
9. **Company Profile / Capability Statement**
Please upload your company profile so we can understand your background, services, team capabilities, and overall business maturity.
10. **Audited Financial Statements (Past 1–2 Years)**
Upload your audited financial statements to help us validate financial stability and long-term operational viability.
11. **Bank Account Verification Letter**
Please upload a bank verification letter confirming the existence of your official business bank account.
12. **Insurance Certificates**
Upload relevant insurance documents (cyber liability, general liability, etc.) to demonstrate your company's risk management and coverage.
13. **Compliance or Regulatory Certifications**
Please upload any regulatory or compliance certificates (e.g., SOC 2, PCI-DSS, GDPR) if applicable, to verify compliance with industry-specific regulations.
14. **Director / Authorized Signatory Government ID**
Upload a valid government-issued ID of your authorized representative so we can verify their identity and authority to request admin access.
15. **Board Resolution / Authorization Letter**
Please upload a formal board resolution or authorization letter approving the request for admin access on behalf of your organization.
16. **Vendor Registration Certificates / Empanelment Documents**
Upload any vendor registration or empanelment certificates to help us confirm your recognition by other organizations or government bodies.
17. **Client Reference Letters / Testimonials**
Please upload a few reference letters or testimonials from clients to help us validate your company's credibility and reputation.
18. **Website Domain Ownership / Digital Presence Verification**
Upload proof of your website domain ownership or any document verifying your company's official digital presence.